

**City of Auburn
Technology Commission
Auburn City Hall
1225 Lincoln Way, Auburn, CA 95603
Phone (530) 823-4211**

MINUTES OF SEPTEMBER 3, 2013

Commissioners Present

Richard Owens, Chair
Paul Mercurio, Vice Chair
George Preston, Member
Randi Swisley, Member
Roy Vermes, Member

Absent

Glenn Tonkin, Member

Auburn City Staff Present

None

Guests

None

Call to Order

Commissioner Owens called the meeting to order at 3:10 pm. It was noted that a quorum of members was present for the meeting.

Approval of Agenda

Approved by acclamation

Public Comment

None

Approval of Meeting Minutes

Approval of minutes of the June 13, 2013 meeting was deferred.

Old Business

Technology Commission Work Plan

A. Telephone System project

1. Fire Department - Sacramento St station hot spot WiFi phones on order.

Action – Commissioner Swisley update status of order.

2. Police Department - Only one incoming line, 823 4223, remains a problem. Diagnosis continuing. Not yet clear whether the 4 incoming lines will need to be put back on AT&T.

Action – Commissioner Owens continue.

3. Disconnect 17 unused lines - Disconnects will not be pursued until the Police Dept. dispatch problem is resolved.

4. SNOM cordless IP phones - Plan is to replace all of them (not just Sacramento St fire station) with a Toshiba model that looks to the parent extension rather than the hosted IP system. That will free up one extension (x283 or 284).

5. Supplier issues - System continues to fall short of promised reliability. Commission will recommend the City look into initiating a breach of contract process.

Action – Commissioner Owens follow up with City Manager and staff.

6. Disposition of old equipment

Action – Commissioner Vermes contact a telecom equipment repair company re purchase from City of the PBX, associated hardware, and old phones.

Action – Commissioner Owens investigate with Mahogany and/or former Finance Director what agreement there was with Mahogany for buyback of old phones.

Action – Commissioner Swisley collect old phones from Police Dept volunteer.

7. Loose ends - Police Department should eventually get VLAN100 (see New Business, A.). Police Department PA system doesn't function in new phone system; could use the freed-up extension (see #4) to add a zip-phone to restore PA function.

B. Council Chamber project

Commission has not proceeded pending instruction from City staff. Procurement of hardware to upgrade the Council's communication effectiveness in meetings could move forward in parallel with City Clerk's software evaluation, but Commission will defer until after the cordless phones are replaced (#4 above).

Action – Commissioner Owens follow up with City Manager and staff for a go-ahead.

New Business

A. Network Reliability Upgrade

Commisisoner Vermes provided an outline approach to analyzing City's network reliability and prioritizing fixes and upgrades, for further discussion as part of this year's Commission work plan.

B. Online GrantFinder tool

EfficientGov's online tool could be a path to grant funding for City projects. Commission could look for technology-related grants available and keep appropriate City staff informed about them.

Action – Commissioner Preston check out the EfficientGov website and get a logon from Community Deveopment Director Wong for all Commissioners to use this tool.

Other Business

ACTV Update was deferred.

Information and Announcements

Interim Finance Director Anna Jatczak is no longer with the City.

Date and Time of Next Meeting

Thursday, October 10 , 2013, 4:30 pm. Room 10, City Hall.

Adjournment

Chair adjourned the meeting without objection at 4:50 pm.

APPROVAL ATTESTED TO:
Richard Owens, Chair, Technology Commission